

Town of Wenham  
Town Hall / Police Station Building Committee  
Meeting of Thursday, February 9, 2006 ~7:30 p.m.  
Fire Station Meeting Room  
Meeting #94

Present: John Darling, Chair; Tom Tanous; Harriet Davis; Don Bannon; Jim Howard; John Clemenzi; Ken Walsh; David Mehlin; Ben Tymann; Todd Brainard; Ken Whittaker  
Not Present: Jeff Chelgren; Stan Dodge; Bill Nichols  
Also Present: Catherine Tinsley, Secretary

7: 36 pm. Mr. Darling opened the meeting, identified the agenda.

Architect Contract

Mr. Darling informed the Committee that the amendment to the architect's contract has been approved by the BOS and signed by the BOS and Mr. Roberts.

Architect's Presentation

The architect, J. Stewart Roberts and another principal of the firm Phil O'Brien, were present at the meeting to review the status of the project with the building committee.

Mr. Roberts noted that Mr. O'Brien has been with the company for nine years and has done a number of historic renovations.

Mr. Roberts first discussed the schedules for the various tasks he is working on.

The town hall selective demolition project schedule was first to be identified, followed by an estimated schedule for each of the studies of alternate plans under consideration. The three alternatives were identified as follows:

- Police station addition to town hall
- Free standing police station on town hall site
- Free standing police station on fire/police station site

Mr. O'Brien said that the plan is to do the demolition work in two phases: Selective demolition of the interior prior to final design and bidding; and the remainder of the demolition as part of the new construction. The phased approach will minimize costs.

Mr. O'Brien reviewed the selective demolition schedule saying once the demolition is completed, the building will be secured until the construction phase so no further damage will occur to the building from weather or vandalism.

Identifying this term as "moth balling the building" Mr. O'Brien said the interior of the town hall will be gutted down to the studs. Hazardous materials will be removed such as insulation, and asbestos.

Electric power for lighting will remain on and the fire alarm systems maintained.

After discussion the Committee directed that the following features will not be removed during the first phase of demolition: windows, interior trim and the pediments, exterior doors, columns, the chimney, the inside stairs and any historical crown molding that might be discovered.

The furnace, oil tank and HVAC systems will all be removed.

The options for removing the old cinder block library addition were discussed. The architect recommended that the addition be removed in phase two, but that the interior demolition is done in phase one. Mr. Roberts said that leaving the shell of the addition in place until phase two will provide

weather protection and security, but if it is removed in phase one, additional cost will be incurred to patch the building openings and fill in the basement hole.

*Mr. Bannon moved that with respect to the library addition the interior features and hazardous material be removed in phase one of the demolition and the demolition of the shell be deferred to the construction phase. Ms. Davis seconded and the motion was approved by unanimous vote.*

Mr. Roberts then discussed the review of the 2003 plans for the town hall and police station project as bid at that time.

The Committee talked about the fire rating requirements, location and size of the town vault. The rating of the current vault door will be determined.

Mr. Roberts reviewed the previously proposed cost reductions to the plan.

There was a discussion about the septic system design. Because the current septic system for the fire/police station is failing, the new septic system for the town hall is designed to accommodate the town hall, police and fire stations. It was determined that the size of the system is appropriate.

The mechanical systems planned for the town hall building were identified as fan coil units under the windows. Discussion followed regarding the possible options for alternative systems to heat the buildings as a way of reducing construction costs.

Mr. Roberts told the committee, the mechanical engineers are reviewing the systems planned for both the town hall and the police station.

Mr. Roberts acknowledged he has received the Committee's list of potential cost saving changes and will be including it in their review of the plans.

Mr. Roberts then discussed with the Committee site plan drawings for all three alternate plans for the project as follows and the Committee voted as follows after considering the merits of each site plan.

#### Attached police station schemes

2A.1 – two-story station attached to side of town hall extending toward Friend Court

2A.2 – two-story station centered on rear town hall

2A.3 – one-story addition to rear (L shaped)

*Ms. Davis moved to eliminate 2A.1 and 2A.3. Mr. Howard seconded and the motion was approved by unanimous vote.*

#### Free standing police station

2B.1 – one-story station freestanding on the Friend Court side of town hall

2B.2 – two-story station freestanding on the Friend Court side of town hall

*Mr. Mehlin moved to eliminate 2B.1 the one-story police station on the town hall site. Mr. Howard seconded and the motion was approved by unanimous vote.*

#### Free standing police station on the fire/police station site

3.1 – one-story freestanding police station at the rear of the site

#### Community Preservation Act

A preliminary draft of the application for Community Preservation Act funds was given to each member for review and is planned for discussion at the next meeting.

*9:52 p.m.-Ms. Davis moved to adjourn and it was unanimous to do so.*